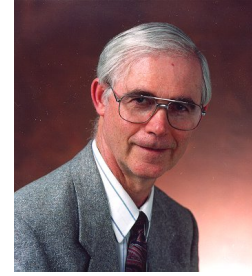


A Workshop on  
**The Development of Leadership Skills**

Presented and Developed by Dr. Ray Findlay, P.Eng., FIEEE, FEIC

IEEE Hamilton Section is proud to present a one day seminar on leadership, presented by former IEEE President Dr. Ray Findlay. This workshop will prepare participants in interpersonal, group, team and leadership skills. The format for the workshop is through interactive participation, using several exercises and case studies.

The skills developed are ideal for application in management or leadership positions in various types of organizations, including business, industry or volunteer activities. This seminar was originally developed for those getting started in management in industry and has expanded to include a variety of aspects of leadership training.



Dr. Ray Findlay, FIEEE, FEIC,  
former President of the IEEE.

Saturday Sept. 29  
8:30am to 4:30pm  
*(Lunch and snacks will be provided)*  
Hamilton Convention Centre  
1 Summers Lane, Hamilton

Cost  
IEEE Members: \$100  
Non-Members: \$150  
IEEE Student Members: \$50  
Non-Member Students *(with school ID)*: \$100

#### Outline

The seminar will consist of lecture, case studies and group activities with the objective of developing a variety of leadership skills. The course outline is as follows:

- Introduction
- Holistic communications: introduction
- Brainstorming (with sample cases)
- Personal interactive skills: Jungian type personality indicators
- Introduction to group skills.
- Sample case drawn from industry settings
- Oral communications: barriers, categories and language
- Sample cases (some incorporating personality indicators)
- Trust, and its place in the organization
- Persuasion: the Communication Process
- Negotiating skills and conflict management: conflict management styles
- Case studies drawn from industrial settings
- Meetings: types, purposes, some hints
- Wrap-up and evaluation

#### Space is Limited

If you would like to attend or would like more information, please contact Jim Kozlowski, [jim.kozlowski@ieee.org](mailto:jim.kozlowski@ieee.org). Payment required in advance, by cheque payable to "IEEE Hamilton Section".

#### About the Seminar

Dr. Findlay has presented this seminar to numerous groups ranging from professionals, to students to IEEE volunteers. It has been received with great enthusiasm by all and has allowed many to develop insight and learn new skills in leadership.

### About Dr. Ray Findlay

Ray Findlay is a professor emeritus at McMaster University, where he taught electrical machines at both the graduate and undergraduate level. He is the former Director of the Engineering and Management program at McMaster. For the past several years, Ray has also taught a course on communication skills, including interpersonal, group and team skills, conflict resolution and technical writing.

Dr. Findlay has worked within the IEEE for over 40 years: founding the New Brunswick Section in 1970, serving as IEEE Canada President and as IEEE President in 2002.

Ray is also a practising engineer (P.Eng., Ontario) and Vice-President of JDRF Electromag Engineering Research, Inc., a Canadian company involved in electromagnetic power devices and equipment, energy systems, and development of new electromagnetic drives and separators.

Ray's technical interests include the subject of low frequency electromagnetic fields and losses in electrical power devices. He has more than 150 technical papers in the area, most in IEEE Power Engineering, Magnetics, or Industry Applications Publications. He also holds 4 patents in the area. Ray is a Fellow of both IEEE and the Engineering Institute of Canada. He is the recipient of an IEEE Millennium Medal, the Canadian Region Merit Award, and the Canadian Pacific Railway Engineering Medal from the Engineering Institute of Canada in 1998 "in recognition of many years of service and leadership."